

# Simplified Contracting with Watershed Using the SBA 8(a) Program

REDUCED COMPLEXITY, EFFORT, AND COST



## What is the Small Business Administration (SBA) 8(a) Program?

The U.S. Small Business Administration (SBA) 8(a) Business Development Program was designed to simplify the federal procurement process for certified business participants. The 8(a) Program was developed to enable federal government Program Managers to save time, effort and cost in the procurement process and to protect the interests of small business concerns. Overall, this program serves to preserve free competitive enterprise and to maintain and strengthen the overall economy of our nation.

With projects up to four million dollars per year, the 8(a) Program allows for directed contracting without a lengthy procurement process. This facilitates quick project ramp-up/transition allowing time sensitive projects to start in days rather than months.

- As an 8(a) certified company **Watershed** is qualified to participate in this program.
- As a proven IT Service provider **Watershed** is **READY** to address your program requirements.

## Why use an 8(a) Contract Vehicle?

8(a) companies have been vetted by the SBA, and are recertified annually. Many, like **Watershed**, have DCMA/DCAA approved accounting systems, Facility Clearances, and benefits packages in line with what large businesses offer. Additionally, the use of an 8(a) vehicle provides the Government an opportunity to meet their Socio Economically disadvantaged small business, contracting requirements. Choosing **Watershed** allows your organization to work directly with a company that is both experienced and efficient in developing and implementing business, technology and engineering initiatives.

- Significantly faster procurement process: start the project in days not months.
- Lower overhead costs: working with SBA validated smaller businesses.
- Streamlined approach: Expedited negotiations and execution with your qualified contractor of choice.
- Ability to procure both goods and services.
- Simplified method to meet 8(a) contracting goals.

## How to award a streamlined 8(a) Sole Source Contract

Following are the steps to use the SBA 8(a) Program to work with **Watershed** (defined in FAR Subpart 19.8 Contracting with the SBA 8(a) program):

**Step 1:** Discuss the project with **Watershed** and establish the technical requirements, timeframe and a rough price estimate.

**Step 2:** Send letter of intent to SBA district officer (IAW Sec. 19.804-2 Agency offering). This letter contains the information pertinent to the prospective contract such as a requirements description, expected contract type and value, NAICS code, etc. **Watershed** can help in preparing this package.

The written letter of intent to award procurement to **Watershed** should be sent to Florine Duncan, our Business Development Specialist at SBA via email [Florine.Duncan@sba.gov](mailto:Florine.Duncan@sba.gov) or fax (202) 481-1941. You may also contact her directly at (804) 253-8904.

**Step 3:** SBA confirms the eligibility of **Watershed** and accepts the offer within 2 (if contract is below \$4.0M/yr) to 10 (if it is above \$4.0M/yr) days of receiving letter of intent (IAW Sec. 19.804-3 SBA Acceptance).

**Step 4:** The KO negotiates with **Watershed** (IAW 19.808-1 Sole Source Contract Negotiations).

- Simplified Acquisition efforts do not require a Technical Proposal; the KO sends an RFQ to **Watershed** requesting a cost proposal; upon receipt, KO negotiates cost and terms with **Watershed**.
- If the estimate exceeds the Simplified Acquisition Threshold (4.0M/yr), the KO sends an RFP to **Watershed** requesting technical and cost proposals; upon receipt, KO negotiates cost and terms with **Watershed**.

**Step 5:** Upon completion of negotiations, the KO prepares a contract award document and sends to **Watershed** for signature.

**Step 6:** Upon receipt of the executed contract from **Watershed**, the KO signs the contract and send it to the SBA.

**Step 7:** Contract performance begins.

**The entire acquisition process should take two weeks or less. We have done it in 7 days before.**